



Revenue Careers



Tired of Diminishing Returns? Invest in a Great Career at Revenue!

Great Careers!

Explore opportunities with Department of Revenue! Revenue's dynamic team is comprised of dedicated professionals who fairly and efficiently collect revenues and administer programs to fund public services, and advocate sound tax policy. We provide great solutions and service by attracting and retaining the best talent and building a diverse workforce. Our employees are our greatest asset. As a member of Revenue's team, you have an important role in our agency mission.

Great Talent!

The Department of Revenue employs approximately 1,000 people, including revenue auditors and agents, tax examiners, administrative law judges, property appraisers, foresters, and computer analysts.

Great Location!

Revenue headquarters is located in Olympia, home to the state capitol. The city, located on Puget Sound's southernmost tip, is rich in history, culture, and natural beauty.

Position: Regional Compliance Manager (WMS Band 2)
Division: Compliance

Location: Tumwater, WA
Notice: WMS 06-0012

Opens: October 3, 2006
Closes: October 13, 2006

This position will be based in Tumwater; however, some travel will be required.

Primary Duties

Lead, monitor, and control the work performed by region resources in support of Compliance's cash commitment goals in accordance with established agency and division policies, procedures, and guidelines. The Regional Compliance Manager has the responsibility to:

- Support effective communications throughout the organization.
- Maintain the highest standards of professional and ethical conduct.
- Act as designated Hearing Officer for brief adjudicative revocation proceedings within Compliance, and in special circumstances for other divisions.
- Act as a division or agency representative as needed with the public, other governmental representatives, and tax practitioners to address concerns or resolve issues.
- Be active and provide ongoing participation in the division management team including input on policies and procedures, expenditures, resource allocation, and strategic planning.
- Provide direction, supervision, and evaluation for all direct reports, and ensure that region staff receive the same from their managers.
- Provide leadership or serve on special projects and teams.

Compensation

\$62,838 - \$76,801 annually (WMS 2), depending on qualifications. Outstanding benefits including health, dental, life and long-term disability insurance; vacation, sick, military and civil leave; dependent care assistance program; employee advisory service; deferred compensation plans; educational benefits program; 11 paid holidays; Commute Trip Reduction Incentives; flexible work hours; training; and state retirement plans.

Olympia's location provides easy access to the Cascade Mountains, Olympic Peninsula, and the Pacific Ocean.

Great Benefits!

- Competitive salaries
- Excellent health and retirement benefits
- Generous paid vacation and holidays
- Promotion opportunities
- Cross-training opportunities
- Continuous learning opportunities
- Talented co-workers
- Meaningful and ethical work
- Serving citizens and making a difference

Visit us at www.dor.wa.gov

How to Apply

E-mail: jobs@dor.wa.gov

FAX: (360) 664-0658

Mail: Department of Revenue
Office of Human Resources
Attention: Recruitment
P.O. Box 47463
Olympia, WA 98504-7463

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TO FUND
WASHINGTON'S
FUTURE**

Qualifications (Knowledge, Skills & Abilities)

This position requires a full knowledge and utilization of management principles including staff supervision, motivation and coaching, project management, budgeting, long-range planning, negotiation, oral and written communications, quality/continuous improvement, and meeting management.

The Regional Compliance Manager must be able to:

- Interpret and articulate tax laws, decisions, legal opinions, and agency policies/procedures to employees, customers, legislators, tax practitioners, and the general public.
- Understand the requirements and processes of the Administrative Procedures Act to perform as a hearing officer.
- Interpret and apply merit system rules, the collective bargaining agreement, and other agency policies in the management and directions of staff.

How to Apply:

Submit a letter of interest addressing your experience and qualifications; a resume listing name of employer, dates of employment, education; and a minimum of three employment references with current telephone numbers: one supervisor, one subordinate (if applicable), and one person outside your immediate work environment.

You are encouraged to return a voluntary Applicant Profile Data Sheet. Applicant Profile Data Sheets can be downloaded at <http://hr.dop.wa.gov/forms/ApplicantProfileDataForm.doc> Completion of this form is voluntary. Information gathered will be used for statistical purposes only and will be kept confidential.

Application materials must be received in the Office of Human Resources by 5:00 PM on the closing date of the recruitment announcement to the following address:

Submit application materials to:

E-mail: jobs@dor.wa.gov
please indicate position title in subject line

Special Note:

Prior to any new appointment into the Department of Revenue, a background check will be conducted. The Washington State Department of Revenue is an equal opportunity employer. Women, racial and ethnic minorities, persons of disability, persons over 40 years of age, and disabled and Vietnam era veterans are encouraged to apply. Persons of disability, who need assistance in the application/testing process, or those needing this job announcement in an alternative format, may call the Office of Human Resources at (360) 725-7501, TDD/TTY (360) 664-0580.

